



JEWISH JOURNEYS CONNECTING GENERATIONS

BOOKING FORM – Morocco and Gibraltar Trip

Tuesday 8th - Sunday 13th May 2012

Participant Personal Details		Please write clearly in block capitals.	
Passport First Name:		Passport Surname:	
Passport Title:		Passport Middle Name(s):	
Full Address:			Post Code:
Date of Birth: (Day/Month/ Year)		Email:	
Home Tel:		Mobile Tel:	

Passport Details	This information will be used for the airlines		
Passport No.		Gender	
Issuing Country		Nationality	
Start date (Day/Month/ Year)		Expiry date (Day/Month/ Year)	

Room Preference*	*Single rooms are subject to a charge of £100
I would like a single room:	Yes/No
If No, I will be sharing with:	

Food and Medical Details	
Do you have any allergies? If yes please specify and explain effect you have from the allergy.	
Have you had a tetanus injection? If yes please give the approx date.	Yes / No
Have you had undergone any surgery in the past 3 years? Please give details.	
Please list any medication/inhalers you are currently taking, the dosage and what it is being used for:	
Are you able to walk long distances and stand for long periods of time without problem? If no please provide details:	
Please mention any other details about your medical history not mentioned above.	
Do you require vegetarian food?	
Do you have any other dietary requirements?	

Declaration	
Having read and understood the Terms and Conditions below, I accept them and hereby signify my consent to be bound by them.	
Signature of Participant	
Print Full Name & Date	

Thank you for booking your trip with JRoots!

379 Hendon Way, London, NW4 3LP

www.jroots.org.uk

Tel: (+44) 020 8457 2121 Fax: (+44) 020 8457 2127

Payment Page

Morocco and Gibraltar Trip Tuesday 8th - Sunday 13th May 2012

Please fill in the box below to minimally pay for your deposit of £400. Alternatively, you can call JRoots to pay over the phone.

Payments	
Payments can be made by cash (by appointment only), cheque (made payable to JRoots) or credit/debit card.	
Card Type	MASTERCARD AMERICAN EXPRESS VISA DEBIT
Credit Card No.	
Name On Card	
Start Date	
Expiry Date	
Issue Number	
Card Verification Number	
Payment*	<input type="checkbox"/> Deposit <input type="checkbox"/> Full Cost <input type="checkbox"/> Single Room

*The full cost of the trip is £899. The Deposit is £400. Single Rooms is £125. Please circle the payment(s) you want taken from your card.

TERMS & CONDITIONS

You must read these carefully before signing up for an overseas programme.

DEFINITIONS:

- (1) **'ACTUAL COST'** – The cost of a programme to J-Roots
- (2) **'J-ROOTS'** – J-Roots, whose registered office is at 379 Hendon Way, London, NW3 3LP (Company No. 1136532. Charity No. 07114903).
- (3) **'APPLICANT'** or **'PARTICIPANT'** – The person named on the programme application. For Applicants under 18 the Applicant's parents/guardians will be known hereafter as the Applicant/Participant.
- (4) **'BOOKING FEE'** – A non-refundable payment to secure a place on the J-Roots Programme or a non-refundable payment to cover the cost of the flights where applicable.
- (5) **'DIRECTOR'** – The Rabbi running the programme.
- (6) **'PROGRAMME COST'** – The cost of a programme to an Applicant/Participant.
- (7) **'FINAL PAYMENT'** – The balance of the Programme Cost and the Booking Fee.
- (8) **'FREE TIME'** – The period of discretionary time before or after the compulsory activities on the programme.

INTERPRETATION:

1. Words denoting the singular number only shall include the plural and vice versa. Words denoting any gender include all genders and words denoting persons shall include firms and corporations and vice versa.
2. Unless the context otherwise requires reference to any clause or sub-clause is to a clause or sub-clause (as the case may be) of or to this document.
3. The headings in this document are inserted for convenience only and shall not affect the construction or interpretation of this document.

TERMS:

1. APPLICATION

- 1.1 Application Booking: To secure a place on the J-Roots programme, the Applicant must apply by filling in the application form, which you can get by emailing admin@jroots.org.uk or calling the J-Roots office on 020 8457 2121, and paying a Booking Fee.
- 1.2 Correspondence: The Applicant is responsible for providing his correct contact details (including home and mobile numbers, address, email addresses) on his application form and he is required to notify J-Roots in writing if these change from the information provided on the application form. J-Roots will not be held responsible if a Participant does not receive any correspondence due to incorrect or out of date information.

2. PAYMENTS

- 2.1 The Booking Fee, which is not refundable under any circumstances (except in accordance with Clause 3.3 below), must be paid in full to secure the place.
- 2.2 The Final Payment must be paid in full by at least six weeks before departure and by one of the following methods:
 - 2.2.1 Cash;
 - 2.2.2 Cheque payable to J-Roots with name of Participant and programme on the back of the cheque;
 - 2.2.3 Credit card – a non refundable £5 transaction fee will be added to all credit card payments; or
 - 2.2.4 Bank transfer to a/c no: 12682640, sort code 60-10-34, NatWest, Hendon Central Circus, 5 Central Circus, London, NW4 3LE. Please ensure you use the Participant surname followed by the trip name as the "reference"

3. IMPORTANT DOCUMENTATION

- 3.1 **Forms:** The Applicant must fill out, in full, the application form at time of booking.
- 3.2 **Medical Disclosure:** The Applicant must detail on his application form any pre-existing physical or mental health illnesses or conditions. The Applicants must also inform J-Roots of any changes in his health from the date of the application until the date on which the programme departs.
- 3.3 **Medical Emergencies:** The Applicant permits JRoots to administer and/or seek medical attention on their behalf should the Applicant require it. The Applicant also permits any medical attention deemed necessary by authorised medical personnel, hospitals and/or medical facilities if required. JRoots take no responsibility for any and all the medical treatments administered to the Applicant during the course of the trip and are released from any and all liabilities and claims relating to said medical treatments and are released from any and all insurance claims resulting from medical treatments administered to the Applicant during the course of the entire trip.
- 3.4 **Insurance:** The Participant must purchase full comprehensive travel insurance including personal accident, medical treatment and repatriation. It must cover the Participant for the whole length of the programme inclusive of flights. The policy details including the name of the insurer and policy number must be clearly written on the medical form.
- 3.5 **Additional Costs:** J-Roots are not and will not be responsible for any additional costs incurred by the Participant including but not limited to personal equipment, medical checks or medicines.

4. **FLIGHTS**

- 4.1 **Flights:** For all overseas programmes both outbound and inbound flights will be booked for the Participant. If the Participant does not require either or both flights he must notify J-Roots immediately in writing at time of applying for the trip. If at the time the Participant notifies J-Roots, the surplus flight(s) has already been booked, the Participant will be required to pay any cancellation charges imposed by the airline and will indemnify J-Roots for any and all losses incurred as a result of the cancellation. J-Roots will endeavour to book flights from and to airports closest to the Participant. These flights are subject to availability and suitability for the Programme. The Participant will be advised of the exact location and the scheduled meeting time prior to the programme's departure and he will be responsible for his own transport to and from the airports and the associated costs.
- 4.2 **Passenger Names:** The Participant must give his full passport names as this information will be used to book the flights. J-Roots will take no responsibility for any incorrect names provided, including any abbreviations. Any tickets that need to be reissued as a result of an incorrectly spelt name will be subject to an additional charge of £25 per ticket plus any costs incurred due to an increase in flight price which will be payable prior to departure of the programme. If a ticket has already been issued, the Participant may also be liable to pay any reissue fees imposed by the airline.
- 4.3 **Flight Deviations:** Deviations are subject to availability and are at J-Roots's discretion. All requests for changes to the programme's flights must be made in writing and e-mailed to admin@jroots.org.uk. Only the programme director has the discretion to allow a Participant to join the programme late or leave the programme early.
- 4.4 **Changes to Flights:** J-Roots reserves the right to change flights (including dates and times) at short notice and the Participant will be notified of the changes as soon as reasonably practicable.
- 4.5 **Passport & Visas:** The Participant must have a valid machine-readable passport. Participants are responsible for arranging their own visas where required for a Programme, unless otherwise stated. If the Participant is travelling on a non-British passport he is responsible for obtaining appropriate visas at his own cost.
- 4.6 **Weight Allowance:** The weight allowance is limited to 15kg of luggage and one hand luggage only per person. Any Participant over the limit will be charged by the airline. J-Roots will not take any responsibility for any fee incurred
- 4.7 **Online Check-In:** Where applicable, the Participant will be responsible for ensuring they have:
- Checked in online on the airline's website
 - Printed the boarding pass(es)
 - Bring the boarding pass(es) to the airport.

Failure to do so will result in costs charged by the airline. These costs are the responsibility of the Participant. JRoots will notify the Participant of the online check-in procedure in due course. JRoots is not responsible for failure to comply with above and is not responsible for any subsequent costs incurred.

5. **THE PROGRAMME**

- 5.1 The programme dates are subject to change at short notice and J-Roots will not be held liable or responsible for any changes and no refunds will be given as a result of any unscheduled changes.
- 5.2 The programme will include flights, accommodation, meals, transportation, activities and education during programme time however the cost does not include spending money or any costs incurred by the Participant during Free Time.
- 5.3 The accommodation will vary in each destination but will be of good standard. Room sharing will apply and the Applicant will be able to indicate with whom he would like to share on his application form. All requests for room allocations will be considered but J-Roots does not guarantee the final allocation.
- 5.4 The Participant will be responsible for ensuring that he leaves each hotel room in the same condition he found it and he will be liable for any breakages or damage he causes.
- 5.5 Information about health matters including but not limited to vaccinations, malaria tablets, clothing, equipment and climate are given in good faith and J-Roots does not accept responsibility for the validity of such advice. Participants are advised to make their own checks before departure.
- 5.6 The Participant takes full responsibility for their own personal belongings at all times and J-Roots takes no responsibility for lost, stolen or broken items. J-Roots will not bring any unclaimed items back to the UK at the end of the Programme.
- 5.7 **Itineraries:** For security reasons only a basic outline of the itinerary will be given to the Participant prior to departure, with the full itinerary to follow at the start of the programme. The Participant hereby accepts that the itinerary as a whole or any part thereof is subject to change without notice to the Participant. J-Roots will not be held liable or responsible for any delays or modifications to the scheduled itinerary and no refunds will be given as a result of any unscheduled changes.
- 5.8 **Joining the Programme:** The Participant is responsible for joining the programme at the correct time and in the correct place (this includes if the Participant intends to join the programme abroad) and is responsible for his own transportation arrangements to the airport.
- 5.9 **Free Time:** J-Roots will take full responsibility for the Participants during the programme except during the Free Time when the Participant will be expected to be responsible for his own welfare.

6. **CANCELLATION OF THE PROGRAMME**

J-Roots reserves the right to cancel the programme at any time prior to its departure without prior notice. In the event of cancellation, the Participant will either be offered an alternative programme or a full refund. J-Roots will not be liable for any other associated losses arising out of the cancellation.

7. **CANCELLATION BY APPLICANT**

If the Applicant wishes to withdraw from a programme for any reason, he must inform J-Roots in writing immediately. The cancellation will take effect from the date the written notification is received and the following cancellation charges will apply.

<u>Period before trip departure</u>	<u>% of Actual Cost payable date</u>
Booking Fee	non refundable
More than 28 days	25%
29 to 8 days	50%
Within 7 days	100%

In addition to the cancellation charge, where flight tickets have already been booked and paid for, the Applicant may be liable for the additional cost of the ticket less the relevant cancellation charge.

8. **GENERAL INFORMATION**

- 8.1 **Criminal Records Bureau ('CRB') checks:** In accordance with UK law, J-Roots conducts CRB checks on all staff.
- 8.2 **Complaints Procedure:** Any complaints about the programme should be made known to the Director running the programme at the first instance. If the Participant is not satisfied with how the complaint was dealt with he is advised to submit a further complaint in writing to J-Roots within 28 days of the end date of the programme.
- 8.3 **Photographic rights:** Photographs and video footage will be taken during the programme for use in future promotional material for J-Roots and associated organisations. The Participant hereby consents to the use any of any material containing pictures or footage of him by J-Roots and acknowledges that J-Roots hold all associated photographic and other rights over this material.
- 8.4 **Data protection:**
- 8.4.1 The Participant acknowledges that J-Roots will hold personal data relating to his physical and mental health and hereby consents to the release of such information where appropriate to medical advisers and persons involved in the operation of programmes or others as appropriate.
- 8.4.2 J-Roots will on occasion pass a Participant's details to carefully selected Third Party Organisations.

9. **CONSENT**

On signing up to a programme the Participant agrees to accept and be bound by these terms and conditions and all other documents referred to. Any false statement or material omissions in the information provided by the Participant in any form will entitle J-Roots to cancel the Participant's application or end their participation and in such circumstances, the Participant will have no right to a refund.

10. **LIABILITY EXEMPTION**

J-Roots shall not be liable to the Participant in contract, tort, negligence, breach of statutory duty or otherwise for any loss, damage, costs or expenses of any nature whatsoever incurred or suffered by the Participant of an indirect or consequential nature including without limitation any economic loss or other loss of turnover, profits, business or goodwill.

11. **CONFIDENTIALTY**

It is agreed between J-Roots and the Participant that the terms of this agreement and any associated document(s) will remain confidential between the parties. Save as is required by law. For the avoidance of doubt this prevents the Participant from discussing or disclosing the terms of this Agreement to any newspaper or similar publication.

12. **NO IMPLIED TERMS**

The Participant acknowledges that, in agreeing to these terms and conditions, he does not do so in reliance on any representation, warranty or other provision except as expressly provided in this document, and any conditions, warranties or other terms implied by statute or common law are excluded from this document to the fullest extent permitted by law.

13. **FORCE MAJEURE**

J-Roots shall not be liable for any failure or delay in performance of these terms, which is caused by circumstances beyond its reasonable control.

14. **NOTICES**

Any notice or written request required to be given under these terms and conditions shall be sent by first class post to J-Roots at 379 Hendon Way, London, NW4 3LP.

15. **SEVERANCE**

If any term or provision in this document shall in whole or in part be held to any extent to be illegal or unenforceable under any enactment or rule of law that term or provision or part shall to that extent be deemed not to form part of this document and the enforceability of the remainder of this document shall not be affected.

16. **GOVERNING LAW**

These conditions shall be governed by and construed in accordance with the laws of England and Wales and each party agrees to submit to the exclusive jurisdiction of the courts of England and Wales.